



POPE JOHN PAUL II  
• CULTURAL CENTER •

3900 Harewood Rd. N.E., Washington, DC 20017

Telephone: 202-635-5436

Fax: 202-635-5498

Email: confirmations@jp2cc.org

## Confirmation Retreat Reservation

Date of visit: \_\_\_\_\_ Arrival Time\*: \_\_\_\_\_ Departure Time: \_\_\_\_\_

Arriving by: \_\_\_\_\_ Car \_\_\_\_\_ Van \_\_\_\_\_ Bus

### Contact Information:

Group Name: \_\_\_\_\_

Primary Contact Name/Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

### Group Information:

Chaperones: \_\_\_\_\_ @ \$12.00 each = \$ \_\_\_\_\_ Students: \_\_\_\_\_ @ \$24.00 each = \$ \_\_\_\_\_

Student ages: \_\_\_\_\_

**Box Lunch:** includes bag of chips/pretzels, fruit, dessert and choice of cold beverage:

assorted sandwiches or salads \_\_\_\_\_ please see attached menu

**Lunch and snack are included in the fee. This information is due one week before your arrival**

Total cost: \$ \_\_\_\_\_

Less deposit: \$ \_\_\_\_\_

Total due upon arrival: \$ \_\_\_\_\_

Please list any special needs: \_\_\_\_\_

### Payment:

A \$100 deposit is required at the time you place a reservation, which should be made at least 30 days prior to your planned visit, and includes a non-refundable \$20 handling fee. Please make checks payable to the Pope John Paul II Cultural Center. Credit card payments are also accepted. (VISA, Master Card, American Express and Discover).

Credit Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Name as it appears on the card: \_\_\_\_\_

To confirm the date and specifics of your confirmation retreat, please:

- 1 Sign below.
- 2 Mail us the required deposit and this form (keep a copy of this form for your records).

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*No earlier than 10:00 a.m.